



## Historic District Commission

### Staff Communication – Administrative Approval of Certificate of Appropriateness Applications

#### Summary Report

TOWN OF CHAPEL HILL PLANNING DEPARTMENT  
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The following Certificate of Appropriateness (COA) applications have been reviewed and approved by Planning Department staff as of Sept. 27, 2021:

Project#	Address	Description of Work	Approval Authority (page 9-11 of the Chapel Hill Historic Districts Design Principles & Standards)	Chapel Hill Historic Districts Design Principles & Standards	Date Approved
R-21-1338	213 Friendly Lane	COA for new Certainteed Landmark series black asphalt shingle roof	Roofing materials replaced in-kind	<p>3.1.1. Retain and preserve roof shapes, materials, and decorative and functional features that are important in defining the overall historic character of buildings within the historic districts. These include, but are not limited to, roof height, form, shape, pitch, and overhang; roof materials and functional features including shingles, flashing, vents, and gutters; and decorative features including dormers, chimneys, turrets, spires, cupolas, and balustrades.</p> <p>3.1.5. If deterioration necessitates the replacement of an entire roof surface, replacement surfaces should match the original in material, design, dimension, pattern, detail, texture, and color. Consider a compatible substitute material (including composite shingle, synthetic slate, and wide-pan matte-finish metal roofing) only if the replacement material is compatible with the design, size, and scale of the building.</p> <p>a. Do not replace historic standing-seam, pressed metal, or asphalt-shingled roofs with multi-rib metal roofing.</p> <p>b. Do not install built-up or rubber roofing in locations that are visible from the street.</p>	9.10.2021
21-069	407 E. Franklin Street	COA for a new flagpole and lighting	Minor Projects that do not require building permits because of cost or because	1.1.7. Introduce new site features to be compatible in scale, design, and materials with the overall historic character of the site and district. Utilize traditional	9.24.2021

			<p>they involve non-structural changes</p> <p>Removal or installation of non-historic exterior commercial and residential light fixtures made of wood, glass, or metal and installed in traditional locations that do not compromise the architectural integrity of the building</p>	<p>materials in the construction of benches, terraces, gazebos, trellises, fences, and walls.</p> <p>1.1.8. Introduce contemporary site features—including playground equipment and swimming pools—in locations that do not diminish or compromise the overall character of the site and district, typically in rear yards or other locations not visible from the street.</p> <p>1.6.5. Introduce new exterior lighting fixtures with care so that the overall historic character of the building, site, and district is not compromised or diminished. Select and site new lighting fixtures so their location, orientation, height, brightness, scale, and design are compatible with the historic district and its human scale. Fixtures should emit a white or warm spectrum light; fluorescent, neon, blinking, or colored lighting is not appropriate in the historic districts.</p> <p>1.6.6. Introduce low-level lighting in residential areas as needed to ensure safety and security. Minimize their impact on the overall historic character of the site by selecting discreet fixtures—such as footlights, recessed lights, directional lights, and lights on pedestrian-scaled posts—and installing them in unobtrusive locations.</p> <p>1.6.7. Introduce lighting on commercial buildings as necessary for pedestrian safety or to illuminate signage. Minimize the impact of lighting and maintain the overall historic character of the site by selecting discreet fixtures—such as recessed lights, directional lights, and lights on pedestrian-scaled posts—and installing them in unobtrusive locations.</p> <p>1.6.8. Control the direction and range of new lighting so it does not invade adjacent properties. Locate low-level or directional site lighting and motion detectors with care to ensure that light does not invade adjacent properties. Do not introduce bright security lights, floodlights, continuous lighting, or uplighting that over illuminates the facades or front yards of houses.</p>	
16-071	514 E. Rosemary Street	COA amendment for lighting fixture and garage door design	Removal or installation of non-historic exterior commercial and residential	1.6.5. Introduce new exterior lighting fixtures with care so that the overall historic character of the building, site, and district is not compromised or diminished.	9.27.2021

			<p>light fixtures made of wood, glass, or metal and installed in traditional locations that do not compromise the architectural integrity of the building.</p> <p>Minor changes not previously approved by the Commission on site plans or minor changes to elevations not visible from the street. Any minor changes should not significantly alter the design, materials, scale, massing, or overall appearance of the site or structure as shown on the HDC-approved plans.</p>	<p>Select and site new lighting fixtures so their location, orientation, height, brightness, scale, and design are compatible with the historic district and its human scale. Fixtures should emit a white or warm spectrum light; fluorescent, neon, blinking, or colored lighting is not appropriate in the historic district</p> <p>1.6.8. Control the direction and range of new lighting so it does not invade adjacent properties. Locate low-level or directional site lighting and motion detectors with care to ensure that light does not invade adjacent properties. Do not introduce bright security lights, floodlights, continuous lighting, or uplighting that over illuminates the facades or front yards of houses.</p> <p>1.6.9. Do not introduce period lighting fixtures that are stylistically incompatible with the building or that are from an era that predates the building and would create a false historical appearance.</p> <p>4.7.9. Design new garages, carports, or accessory building so that the placement, shape, scale, size, materials, pattern, and proportion of windows and doors are compatible with the windows and doors of the primary building on the site and with garages and accessory buildings in the immediate surroundings when those elements of doors and windows are important in defining the overall historic character of the district.</p> <ul style="list-style-type: none"> <li>a. Windows should follow the standards for New Construction: Doors &amp; Windows.</li> <li>b. Garage doors on street-facing elevations should be single-bay (single car wide) doors with multiple doors, rather than a single, wider door, installed to access two-car garages.</li> <li>c. Do not install vinyl overhead garage doors.</li> </ul>	
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